

ORDINANCE NO. 567

AN ORDINANCE PROVIDING FOR THE TIME, PLACE, AND PROCEDURE FOR CONDUCTING MEETINGS OF THE CITY COUNCIL OF THE CITY OF LODI AND REPEALING ORDINANCE NO. 161.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LODI AS FOLLOWS:

Section 1. Ordinance No. 161 of the City of Lodi is hereby repealed.

Section 2. Regular Meetings.

(a) Time. Regular meetings of the City Council shall be held on the first and third Wednesday of each month at 8:00 o'clock p.m. In case the meeting day falls upon a legal holiday then the regular meeting which otherwise would have occurred on that day shall be held on the first business day thereafter at the hour of 8:00 o'clock p.m. In case the regular meeting falls on Christmas Eve or New Years Eve, then the regular meeting which otherwise would have occurred on that day shall be held on the first business day thereafter at the hour of 8:00 o'clock p.m.

(b) Place. All regular meetings of the Council shall be held in the Council Chambers, City Hall, Lodi, California, If by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings may be held for the duration of the emergency at such place as is designated by the Mayor.

(c) Public. All meetings of the Council shall be open to the public.

Section 3. Special Meetings. At any time the Mayor or three City Councilmen may call a special meeting by delivering written notice to each member and to each local newspaper of general circulation, radio or television station requesting notice in writing, such notice to be delivered personally or by mail at least twenty-four hours before the time of such meeting. Written notice may be dispensed with if a representative of the newspaper, radio or television station is present at the meeting and if all Councilmen give their written consent to the meeting and the consent is filed in the Clerk's Office when the meeting is held. A Councilman may give such consent by telegram.

Section 4. Quorum. A majority of all members elected to the Council shall constitute a quorum at any regular or special meeting of the Council.

Section 5. The Presiding Officer - Election and Duties. The presiding officer of the Council shall be the Mayor who shall be elected annually on the Tuesday after the general municipal election and on the first regular meeting in April in the years when there is no general municipal election. At the time of the election of the Mayor, one of the members of the Council shall be chosen as Mayor Pro Tempore. If the Mayor is absent or unable to act, the Mayor Pro Tempore shall serve until the Mayor returns or is able to act. The Mayor shall preserve strict order and decorum at all regular and special meetings of the Council. He shall state every question coming before the Council, call for the vote, announce the decision of the Council on all subjects and

decide all questions of order, subject, however, to an appeal to the Council, in which event a majority vote of the Council shall govern and conclusively determine such question of order. He shall sign all ordinances adopted by the Council during his presence. In the event of the absence of the Mayor, the Mayor Pro Tempore shall sign ordinances as then adopted.

Section 6. Call to Order. The Mayor, or in his absence, the Mayor Pro Tempore, shall take the chair at the hour appointed for the meeting, and shall immediately call the Council to order. In the absence of the Mayor or Mayor Pro Tempore, the City Clerk, or the Acting City Clerk shall call the Council to order whereupon a temporary chairman shall be elected by the members of the Council present. Upon the arrival of the Mayor or Mayor Pro Tempore, the temporary chairman shall immediately relinquish the chair upon the conclusion of the business immediately before the Council.

Section 7. Roll Call. Before proceeding with the business of the Council, the City Clerk or the Acting City Clerk shall call the roll of the members, and the names of those present shall be entered in the minutes.

Section 8. Order of Business. At the hour set by ordinance on the day of each regular meeting, the members of the Council, the City Clerk, City Manager, and City Attorney shall take their regular stations in the Council Chambers and the business of the Council shall be taken up for consideration and disposition in the following order except that with the unanimous consent of the Council, matters may be taken out of order and that the order of business herein set forth may be changed from time to time by the adoption of a Resolution by the City Council:

1. Roll Call
2. Pledge of Allegiance
3. Minutes
4. Public Hearings
5. Planning Commission
6. Communications (City Clerk)
7. Reports of City Manager
8. Ords. and Res. ("Proposed" and routine)
9. Adjournment

Section 9. Reading of Minutes. Unless the reading of the minutes of a Council meeting is requested by a member of the Council, such minutes may be approved without reading if the Clerk has previously furnished each member with a copy thereof.

Section 10. Rules of Debate.

(a) Presiding Officer May Debate. The Mayor or such other member of the Council as may be presiding may move, second and debate from the chair, subject only to such limitations of

debate as are by these rules imposed upon all members. He shall not be deprived of any of the rights and privileges of a Councilman by reason of his action as the Presiding Officer.

(b) Getting the Floor. Every member desiring to speak shall address the Chair, and, upon recognition by the Presiding Officer, shall confine himself to the question under debate, avoiding all personalities and indecorous language.

(c) Interruptions. A member, once recognized, shall not be interrupted when speaking unless it be to call him to order, or as herein otherwise provided. If a member, while speaking, be called to order, he shall cease speaking until the question of order be determined, and, if in order, he shall be permitted to proceed,

(d) Privilege of Closing Debate. The Councilman moving the adoption of an ordinance or resolution shall have the privilege of closing the debate,

(e) Remarks of Councilman. A Councilman may request, through the Presiding Officer, the privilege of having an abstract of his statement on any subject under consideration by the Council entered in the minutes". If the Council consents thereto, such statement shall be entered in the minutes.

(f) Rules of Order. Except as otherwise provided in this chapter, "Robert's Rules of Order, revised, 75th Anniversary Edition", shall govern the conduct of the meetings of the City Council.

Section 11. Addressing the Council. Any person desiring to address the Council at a meeting shall first secure the permission of the Presiding Officer so to do; provided, however, that under the following headings of business, any qualified and interested person shall have the right to address the Council upon obtaining recognition by the Presiding Officer.

(a) Written Communications. Interested parties or their authorized representatives may address the Council by written communications in regard to matters then under discussion.

(b) Oral Communications. Taxpayers or residents of the City, or their authorized representatives, may address the Council by oral communications on any matter concerning the City's business, or any matter over which the Council has control; provided, however that preference shall be given to those persons who shall have notified the City Clerk in advance of their desire to speak in order that the same may appear on the agenda of the Council.

Section 12. Addressing the Council After Motion Made. After a motion is made and seconded by the Council, no person shall address the Council without first securing the permission of the Council so to do,

Section 13. Manner of Addressing Council. Each person addressing the Council shall stand and give his name and address in an audible tone of voice for the records. All remarks shall be addressed to the Council as a body and not to any member thereof. No person, other than the Council and person having the floor, shall be permitted to enter into any discussion, either directly

or through a member of the Council, without the permission of the Presiding Officer. No question shall be asked a Councilman except through the presiding officer.

Section 14. Voting. All members of the Council, when present, must vote. If a member of the Council states that he is not voting his silence shall be recorded as an affirmative vote unless, however, the Councilman abstains from voting by reason of his interest in the matter before the Council and that reason is stated at the meeting.

Section 15. Decorum.

(a) By Council Members. While the Council is in session, the members must preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any member while speaking or refuse to obey the orders of the Council or its Presiding Officer, except as otherwise herein provided.

(b) By Other Persons. Any person making personal, impertinent, or slanderous remarks or who shall become boisterous during the Council meeting shall be forthwith, by the Presiding Officer, barred from further audience at said meeting before the Council, unless permission to continue be granted by a majority vote of the Council,

Section 16. Persons Authorized to be Within Rail. No person, except City Officials, their representatives and newspaper and radio reporters] shall be permitted within the rail in front of the Council Chamber, without the express consent of the Council.

Section 17. Protests. Any Council member shall have the right to have the reasons for his dissent from, or protest against, any action of the Council entered on the minutes.

Section 18. Adjournment. A motion to adjourn shall always be in order and decided without debate.

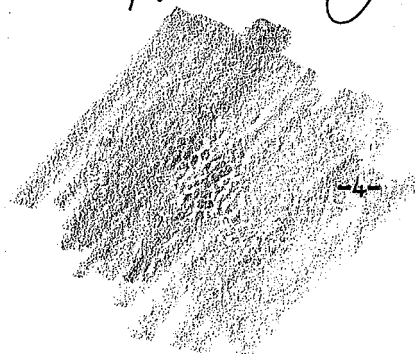
Section 19. All ordinances or part of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 20. This ordinance shall take effect and be in force thirty days from and after its passage and legal publication,

Approved this 2nd day of January, 1957.

Attest: Henry A. Graves Jr.  
City Clerk

Boyd B. Mitchell  
Mayor



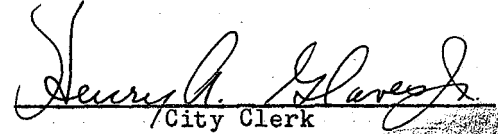
I, HENRY A. GLAVES, JR., City Clerk of the City of Lodi do hereby certify that the foregoing Ordinance No. 567 was regularly introduced in the City Council of said City at a regular meeting thereof held on December 5, 1956, and was thereafter at a subsequent adjourned regular meeting, passed, adopted and ordered to print on January 2, 1957, by the following vote:

AYES: Councilmen - Fuller, Hughes, and Katzakian

NOES: Councilmen - Robinson and Mitchell

ABSENT: Councilmen - None

I further certify that said Ordinance was approved and signed by the Mayor on the date of its final passage and was published according to law.

  
City Clerk

Dated: January 14, 1957

